

Woodcliff Lake Police Department – Essential Functions

Print your Name _____

Date _____

Read this entire section and initial each page at the bottom, return this to the Woodcliff Lake Police Department with all other requested documents. Make a copy for your file.

Walk, sometimes for long periods of time, in extreme weather conditions, in physically hazardous conditions and locations.

Run, sometimes sprinting at a high rate of speed for a short distance, in extreme weather conditions, in physically hazardous conditions and locations.

Ascend or descend stairs.

Climb over, pull up over, jump over obstacles.

Jump down from elevated surfaces or areas.

Climb or crawl through openings.

Crawl under obstructions or in confined areas.

Balance in uneven or narrow surfaces.

Use body force to gain entrance or break through barriers.

Push objects, vehicles, or persons.

Pull objects or persons.

Lift or carry objects or persons.

Drag objects or persons.

Sit or stand for extended periods of time

Employ defensive tactics, using balance, leverage, concentration of power and opponent's power.

Possess a current and valid New Jersey Driver's License.

Operate a motor vehicle, during the day and night, in emergency situations, at high rates of speed, on the open road or in congested traffic, in unsafe conditions caused by factors such

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as fog, smoke, rain, ice or snow.

Detain individuals.

Stop suspicious individuals and vehicles.

Pursue fleeing suspects, in a vehicle or on foot.

Disarm persons.

Restrain or subdue resisting suspects.

Effectuate a full physical custody arrest, forcibly if necessary, using handcuffs and other restraints.

Conduct visual surveillance.

Perform law enforcement patrol functions, on foot or in a vehicle.

Issue summonses.

Direct traffic, sometimes for long periods of time using hand signals, whistle, flares, barricades, etc.

Observe, record, recall and report incidents of information.

Operate radar equipment.

Administer field sobriety tests.

Operate a fire extinguisher.

Transport citizens, prisoners, and committed mental patients, using handcuffs and other restraints, when appropriate.

Work rotating shifts and adapt to irregular conditions.

Maintain mental awareness and readiness to act, even during long periods of calm and inactivity.

Identify, collect, label, and preserve evidence.

Secure the scene of a crime, emergency, or disaster.

Stand guard at the scene of a crime, emergency, or disaster to prevent damage, loss or injury.

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Control crowds.

Secure and evacuate persons from particular areas, using either verbal commands or the appropriate degree of force.

Administer First Aid.

Physically check buildings, including doors and windows, to insure they are secure.

Remediate hazardous conditions by direct actions or notification of appropriate authority or agency.

Perform searches of people, vehicles, buildings and large outdoor areas, which may involve seeing, feeling and detecting minute objects and walking for long periods of time.

Search for missing persons, wanted, or lost persons and evidence.

Legally possess, carry and retain control of a firearm.

Load, unload, aim and fire a handgun, shotgun and/or rifle in day and night conditions from a variety of body positions at the proficiency level equal to or higher than the minimum qualifications standard issued by the Attorney General.

Process arrested persons, which includes examining documents, communicating verbally, and eliciting and recording information.

Understand and follow orders, policies, directives and procedures.

Accept directions and function cooperatively as one member of the unit.

Communicate effectively verbally and in writing, detailing incidents and activities of those involved.

Prepare written investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.

Read and comprehend legal and non-legal documents, including the preparation and processing of documents such as summonses, affidavits and warrants.

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Communicate effectively and coherently over the telephone, hand held radio or other radio initiating or responding to verbal communications.

Communicate effectively in court and in other formal settings.

Communicate effectively with people, including juveniles, by giving information and directions, by eliciting information and by advising of rights, processes and procedures.

Communicate effectively with individuals in an agitated state or distraught conditions.

Integrate individual activities and goals with the efforts of other members of the law enforcement community for the promotion of common goals and objectives.

Mediate disputes and confrontations with hostile and potentially violent individuals.

Gather information by observation of behavior, visual inspection and oral communication; determines what information is significant; assess a situation based on that information; and exercise independent judgment to make timely decisions concerning choice of action and equipment.

Perform a variety of tasks involving different and sometimes contrasting skills in rapid succession during short periods of time and while under considerable emotional stress and or physical stress.

Exercise judgment in determining when there is reasonable suspicion to detain, when probable cause exists to search and/or arrest, and when force may be used and to what degree.

Endure verbal, mental, and physical abuse, including threats, taunts and insults to self, family and fellow officers.

Withstand exposure to and deal appropriately with stress involved in dealing with hostile views, opinions and behaviors in antagonistic settings; with crime victims, accident victims, disaster victims, and their families, with incidents of suicide, domestic violence and homicide.